# Margate Ambulance Corps

President: Dr. Jeffrey Ryder M.B.B.S. M.R.C.S. L.R.C.P. D.Obst. R.C.O.G. Vice Presidents: Fiona Rennie S.R.Paramedic IHCD Ambulance Trainer Cert-ed Winston Dwyer BSc ((Professional Practice)S,R.ParamedicIHCD DTLLS Paramedic Practitioner

Founded 1880 Registered Charity 270595

Chief Officer Christine Reeves RGN Telephone 01843 603174 Honorary Secretary Les Erbe Telephone 01843 224088 Mobile 07947 652969

Please address all correspondence to our Honorary Secretary Mr. H. L. Erbe at 28, Wellis Gardens, Margate. Kent CT9 5RG E-mail: <a href="mailto:les.erbe@outlook.com">les.erbe@outlook.com</a>

**PRIVACY POLICY** 

Our Statement of how we gather, use, disclose and manage our members and customers data

## How we look after your personal data

Margate Ambulance Corps: the data controller

Margate Ambulance Corps (MAC) respects your privacy and is committed to protecting your personal data. We comply with the Data Protection Act 1998, any subsequent replacement legislation and the General Data Protection Regulation (EU)2016/679 (GDPR)

Margate Ambulance Corps is registered as a 'data controller' with the Information Commissioner's Office (<a href="https://ico.org.uk">https://ico.org.uk</a>) (ICO-Reg No.ZA261593), the UK supervisory authority for data protection issues. We ensure that your personal data is processed fairly and kept securely and for no longer than is necessary.

It is important that the personal data we hold about you is accurate and up to date, so please tell us if your personal details change during your relationship with us.

It is important you read this Privacy Notice together with any other privacy notice we may give you when we are collecting or processing personal data about you.

#### What Information we collect and how we use it

In order to become a Member of the Margate Ambulance Corps or to use the services that the Corps provides you need to give us some personal information. We will hold this information for as long as it is needed for the service you have requested and remove it when the purpose has been met.

We will only use your personal data when the law allows us to.

Most commonly we will use your personal data for the day to day administration of the Margate Ambulance Corps and its activities.

Legal obligation: to comply with the law.

Vital interests: to protect someone's life

Consent: you have specifically agreed to our use of your data and we have no other legal basis for processing it.

We will also collect personal data from people who have asked the Corps to provide first aid treatment and event organisers when the Corps have been requested to attend their events.

The Corps cannot collect personal data about any one aged under 18 without written permission from a parent or guardian

#### Data Security

We have put in place security measures to prevent your personal data from being lost, used or accessed in an unauthorised way, altered or disclosed inappropriately

We also limit access to your personal data to Officers of the Margate Ambulance Corps who have a need to know in order for our service to be provided. They will only process your personal data on our instructions and are subject to a duty of confidentiality.

We have procedures to deal with any suspected breach of the rules about personal data and will notify you and the regulator of a breach where we are required to do so.

## **Equality Data**

We may use equality data such as ethnic, gender, sexual orientation and age information to compile statistics in order to comply with equality legislation.

## Other third parties

We do not pass personal data to third parties for marketing, sales or any other commercial purposes without your prior explicit consent.

## **Your Rights**

To request access to your personal data

To request correction of our records

To request removal of data or limit our use of it. You have a right to have personal data erased and to prevent types of data processing in the following specific circumstances.

Where the personal data is no longer necessary in relation to the purpose for which it was originally collected/processed.

When you withdraw consent we have relied on.

When you object to the processing and there is no overriding legitimate interest for continuing the processing

The personal Data was unlawfully processed

The personal data has to be erased in order to comply with a legal obligation.

### Contact for data protection issues and complaints

The honorary secretary of the Margate Ambulance Corps is nominated as the Data Controller and will also act as the Data Protection Officer for the Corps. The Honorary Secretary is responsible for overseeing issues in relation to this privacy notice. If you have any questions about this privacy notice, including any requests to exerciser your legal rights

### **Additional Information**

You have the right to make a complaint at any time to the ICO. We would, however, appreciate the chance to deal with your concerns before you approach the ICO. If you have a complaint about why your information has been collected, how it has been used or how long we keep it for, please contact the Honorary Secretary of the Corps